



CANNON BUILDING
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STATE OF DELAWARE
BOARD OF HOME INSPECTORS

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PUBLIC MEETING NOTICE:	BOARD OF HOME INSPECTORS
DATE AND TIME:	Tuesday, October 14, 2014 at 9:00 a.m.
PLACE:	861 Silver Lake Boulevard, Dover, DE Cannon Building, Second-Floor Conference Room B
APPROVED:	December 9, 2014

MEMBERS PRESENT

Donald E. Pyle, Sr., Professional Member, Chair
Dennis Theoharis, Public Member, Vice Chair
Tim Harriger, Professional Member
Jay "Wes" Mast, Professional Member

MEMBERS ABSENT

Joyce Edwards, Public Member

DIVISION STAFF/DEPUTY ATTORNEY GENERAL PRESENT

Jennifer Singh, Deputy Attorney General
Amanda McAtee, Administrative Specialist II

PUBLIC PRESENT

Lisa Roddis

CALL TO ORDER

Mr. Pyle called the meeting to order at 9:08 a.m.

REVIEW AND APPROVAL OF MEETING MINUTES

The Board reviewed the meeting minutes from the September 9, 2014 meeting. Mr. Theoharis made a motion, seconded by Mr. Mast, to approve the minutes as written. The motion carried unanimously.

UNFINISHED BUSINESS

Final Denial

None

Legislative Memo

Insurance Requirements for Licensure Renewal

Ms. Singh stated that proof of insurance was not required for renewal and endorsement applicants and that the draft Bill would require proof of insurance for renewal and endorsement. Ms. Singh stated that the Division had requested a memo to be drafted for all new bills for the 2015 legislative session. Ms. Singh requested that Mr. Pyle draft a letter to the Division's Director, Dave Mangler, in order to explain the Board's bill. After discussion, Mr. Harriger made a motion, seconded by Mr. Theoharis, to grant permission to Mr. Pyle to speak on the Board's behalf in a memo to the Division Director in support of their proposed bill. The motion carried unanimously.

Continued Discussion on Current Licensure Requirements in Relation to the Endorsement Statute Change

Mr. Pyle suggested that the amount of inspections required under Rule 4.5.2 should be lowered from 250 inspections. Mr. Harriger stated that he felt that everything should be lowered to 75 inspections to match the new endorsement law that had recently become law. Ms. Singh stated that the Board could keep the number of inspections required for applicants by experience higher than 75 because they did not have a licensing Board review their initial application for licensure and did not have continued monitoring of their license. Mr. Pyle stated that the INTERNACHI requirement should be removed from Rule 4.5.2 and recommended reducing the amount of inspections to 75 in order to mirror the current endorsement statute. After discussion, Mr. Mast made a motion, seconded by Mr. Pyle, to approve the draft rules and regulations changes. The motion carried unanimously.

NEW BUSINESS

Review of Applications

Shawn Thomas – Licensure by Exam

Mr. Pyle reviewed the licensure by examination application of Shawn Thomas. Mr. Harriger made a motion, seconded by Mr. Theoharis, to approve the licensure by examination application of Shawn Thomas. The motion carried unanimously.

Ratification of Issued Licenses – none

Complaint Status – none

Discussion and Review of Continuing Education Requirements for Renewal

Overview of Licensure Renewal and Continuing Education Audit Procedures

Mr. Pyle stated that he wanted to review the requirements for continuing education to make sure that everyone was on the same page for next year's renewal. Ms. McAtee stated that the audit would be conducted post renewal. Ms. McAtee stated that the operations department at the Division would send out renewal notices and after renewal random licensees would be selected for audit and sent notices.

OTHER BUSINESS BEFORE THE BOARD (for discussion only) – none

PUBLIC COMMENT

Lisa Roddis questioned how many continuing education credits were permitted for performing supervisor duties. Mr. Pyle stated that under Rule 16.3.5.11 a Board-approved supervising home inspector, training a registered trainee, could claim up to 20 hours of continuing education per licensure cycle.

Ms. Roddis stated that she wanted to file a complaint but could not make the selection on the website for the home inspector board. Ms. McAtee apologized and stated that the website was probably having technical issues. Ms. McAtee stated that she would assist Ms. Roddis after the meeting in making the complaint.

NEXT MEETING

The next Board meeting will be at **9:00 a.m. on Tuesday, December 9, 2014 in Conference Room B** located on the second floor of the Cannon Building at 861 Silver Lake Boulevard, Dover, Delaware.

ADJOURNMENT

There being no further business to discuss, Mr. Theoharis made a motion, seconded by Mr. Pyle, to adjourn the meeting at 10:15 a.m. The motion carried unanimously.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'A McAtee', with a stylized flourish at the end.

Amanda McAtee
Administrative Specialist II

The notes of this meeting are not intended to be a verbatim record of the topics that were presented or discussed. They are for the use of the Board members and the public in supplementing their personal notes and recall for presentations.